

# Charge It !

PURCHASING CARD NEWSLETTER

NOVEMBER 2018



## Currently Enrolled in P-Card Program

- 77 State Government Agencies
- 13 Colleges/Universities (includes University System and CTS)
- 67 School Districts
- 13 Counties
- 3 Cities
- 2 Boards

## STATE PROGRAM ADMINISTRATORS

- Renae Heller  
rrheller@nd.gov  
328-4936
- Doreen Schumacher, CPCP  
dmschumacher@nd.gov  
328-2682
- Renee Nelson  
recnelson@nd.gov  
328-2680

## Purchasing Card Contract

The current contract with JPMorgan expires in February of 2019. We have completed the RFP process and the contract will remain with JPMorgan thru January 31, 2023. We may renew this contract upon satisfactory completion of the initial contract term for an additional 8 years.

## Program Spend and Rebate

The p-card program total spend for the past contract year (February 2017 thru January 2018) was \$119,098,539 and total rebate was \$1,870,902. Total number of transactions processed was 290,187. We added 14 new entities to the program during this time (10 schools, 2 counties, 1 city, and 1 board/commission).

	<u>Spend</u>	<u>Rebate</u>
State Government/General Fund	\$36,236,690	\$569,237
Higher Education	\$43,656,183	\$685,789
School Districts	\$33,174,418	\$521,132
Counties	\$ 3,736,196	\$ 58,691
Political Subdivisions	\$ 2,193,224	\$ 34,453
Cities	\$ 93,758	\$ 1,473
Boards/Commissions	\$ 8,070	\$ 127



## Fraud Alerts

Fraud alerts are available to cardholders. The alerts notify the cardholder of suspicious activity on their account and allows them to quickly reply to validate transactions. Prior to setting up alerts, card administrators need to ensure the cardholder's email is correct in the Business E-mail Address field in the Accounts>Manage section within PaymentNet. Enrollment is easy— go to card alerts website at : [ccalert.jpmorgan.com/ccalerts/login](http://ccalert.jpmorgan.com/ccalerts/login)

## Dispute a Transaction

You can dispute a transaction up to 60 days after the transaction date. Some reasons to dispute a transactions are—charge is not recognized or authorized, billed for incorrect amount, merchandise not received, merchandise was damaged. The merchant has 45 days to respond to the dispute. You should try to resolve the issue with the merchant before disputing the transaction within PaymentNet. A credit can not be issued if disputed past the 60 days after the transaction date. This process can be completed by either the cardholder or card administrator.